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OFFICE OF SECURITY  
MONTHLY STATISTICAL REPORT

SEPTEMBER 1956

111050

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OCT 11 1956

MEMORANDUM FOR: Acting Deputy Director (Support)

SUBJECT : Office of Security Statistical Report  
for September 1956

1. This month the report is being submitted in a slightly changed style from the submittals of previous months with the idea of making it easier to review. The presentation of the text is changed to combine under one heading the explanatory matter concerning charts and tables which deal with the same subject, instead of explaining each related chart and table under separate headings. The charts are being placed ahead of the tables which they represent graphically with the thought that in some instances the graphic information on the chart may suffice for the reviewer, but if he wishes a further breakdown of the data portrayed on the chart he may peruse the subject further in the table immediately following the chart.

2. Following is a description and an analysis of the material referred to above which reflects some of the work loads and activities of the Office of Security for September 1956.

Chart #1  
and  
Table A

WORK LOAD OF OVERT AND SEMI COVERT CASES

The figures presented here reflect all types of overt and semi covert cases considered for clearance.

The receipt of overt and semi covert cases experienced a very large drop from 1,077 last month to 604 this month, contributed to more or less equally by reduction in receipts of T/O Staff Applicant cases, Contact Division C/O cases and Classified Procurement cases.

As a matter of particular interest, the T/O Staff Applicant cases are shown separately. The receipts of these cases dropped 50% during the month. Approval of T/O Staff Applicant cases also dropped from 328 last month to 239 for the first decrease during the entire year. It is believed that this drop in approvals is contributed to by the facts that there were four less working days in September than in August; there were

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quite a few more intricate cases considered during the month, thereby reducing the case output per man; and the vacation peak was reached in the Clearance Branch during the last week in August and the first ten days in September, during which time 432 productive man hours were lost to the Appraisal Section of the Clearance Branch because of vacations.

**Table B**     STATUS OF FIELD ACTIONS ON OVERT AND SEMI COVERT CASES

The field work imposed by overt and semi covert cases shown in Table "A" is reflected in this table in two principal categories, namely, those assigned for full field investigation and those assigned for name checks only. These field assignments plus those shown in Table "D", following, reflect statistically the work load on our field offices.

**Chart #2  
and  
Table C**

TIME FACTORS IN PROCESSING OVERT AND SEMI COVERT CASES

The statistics presented in Chart #2 and Table "C" reflect the time required to process 242 regular Applicant Type cases received from the Office of Personnel. These statistics are confined to regular Applicants, Consultants and Military Assignee cases received from the Office of Personnel. Cases of a secondary priority type and those which would distort the averages by short processing time are not included.

Processing time remains high with investigative time equaling last month's 72 days and appraisal time increased one day over last month's average to 22 days, making an overall total average of 94 days required to complete investigations during the month.

The total number of Applicant Type cases received from the Office of Personnel and not completed as of the end of the month and pending in the Office of Security for 90 days has exceeded last month's high for another new high for the year of 273 cases. The circumstances described as contributing to the reduced number of approvals shown in Chart #1 and Table "A", have also contributed to the big upsurge of cases pending over 90 days.

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Of the 242 cases which were completed in an average of 94 days, the analysis section of Table "C" shows that the percentage of cases processed within certain time limits has remained about the same as last month with 10.75% completed in less than 60 days, 75.5% completed from within 60 to 120 days, and 13.75% requiring over 120 days to complete.

Chart #3  
and  
Table D

COVERT CASES AND COVERT OPERATIONAL SUPPORT ACTIVITIES

There is no change in the irregular pattern of these cases with an up and down record prevailing from month to month. The statistics in Table "D", together with Table "B", reflect the work load of our field offices and our headquarters' personnel engaged in directing and reviewing the field work and conducting appraisals and clearance work on such cases. The man hours expended on Operational Support cases in the field decreased again this month from 5,392 man hours to 5,126 man hours.

Chart #4

NUMBER OF SECURITY PERSONNEL RECEIVING TRAINING

Self explanatory.

Table E

CONTROL, SUPPORT AND SERVICE OF OVERT ACTIVITIES

Various activities are reflected ranging from servicing other agency requests, control of employees' outside activities and control of administrative and personnel actions, to participation of the Office of Security in training activities.

Table F

PHYSICAL SECURITY ACTIVITIES

Self explanatory.

3. The report on Executive Order 10450 cases for September 1956 was forwarded to you on an "Eyes Only" basis under date of 9 October 1956.

SIGNED

Sheffield Edwards  
Director of Security

Attachments  
Tables A thru F  
Charts #1 thru #4

Distribution -

Orig & 1 - Addressee

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1 - Activities File  
1 - Chrono w/o attachments OS/CFH:fmc (9 Oct 56)